



STATE OF WASHINGTON
DEPARTMENT OF LICENSING

**WASHINGTON BOARD OF LICENSURE FOR
LANDSCAPE ARCHITECTS
MEETING MINUTES
REGULAR BOARD MEETING**

DATE: January 31, 2014

TIME: 9:30 a.m.

LOCATION: LOTT Clean Water Alliance and WET Center
500 Adams St NE
Olympia, WA 98501

PRESENT: Karen Kiest, Chair
Deborah Peters, Vice Chair
Len Zickler, Secretary
Bill Bernstein, Member

STAFF PRESENT: Lorin Doyle, Administrator
Rick Storvick, Assistant Administrator
Autumn Dryden, Administrative Assistant
Grace Hamilton, Management Analyst
Julia Gambrel, Licensing Manager

ABSENT: Rebecca Malleck, Public Member

OTHERS PRESENT: Megan Pulkkinen
Lisa Port

1. Call to Order 9:30AM

1.1. Introduction of visitors

Board members, guests and staff introduced themselves.

1.2. Order of Agenda

The agenda was amended as follows:

- Item 3.2 – Visioning exercise was moved to the end of the meeting after the adjournment of the business meeting.
- Item 6.1.1 – Disciplinary order #2013-03-1300-00LAN was added to the agenda

Mr. Zickler made a MOTION to approve the agenda as amended. Ms. Peters seconded the MOTION and it passed.

1.3. Approval of Minutes: October 17, 2013 meeting minutes

Ms. Peters made a MOTION to approve the minutes as presented. Mr. Zickler seconded the MOTION and it passed.

1.4. Review of Communications

Ms. Kiest shared that she met with students at the University of Washington recently and had 15-20 students in attendance. She will also be writing a piece for a Washington Chapter of the American Society of Landscape Architects (WASLA) newsletter about regulatory efforts in the state of Washington.

Mr. Zickler shared a concern brought to him by an employee who found city codes in conflict with state law. The board will discuss this issue at the next board meeting.

2. Public Comment

Ms. Pulkkinen and Ms. Port shared their input on the new Guidelines for Building Officials website. They see a lot of overlap in scope of practice between landscape architects and landscape designers and want to be sure the website contains language that doesn't contradict the law. They both informed the board they are monitoring the board's actions and would like opportunities to review items slated to be posted online. They would like the "Exempt services" portion to be more prominent on the website.

3. New Business

3.1. CLARB Board of Directors Update

Ms. Kiest gave a report as the Region 5 Director. Her goal as a director is to increase participation among the states at conferences. Ms. Peters and Mr. Bernstein will participate in Region 5 conference calls as often as possible since Ms. Kiest is now the host of the call and not participating as the Washington board's representative.

3.2. Visioning exercise

This item was moved to after the business meeting concluded and was a work session.

4. Old Business

4.1. Review of master actions items list

The master action items list was reviewed and updated.

4.2. Department of Health follow-up

The relevant statute states the responsible individual for a splash pad must be a licensed engineer or architect and it would have to be changed through the legislative process to include landscape architects. Petitioning the legislature to change the Department of Health statute is not an issue the board would take

on, but board members and licensees can contact their professional organization as individuals and pursue updating the statute in that manner.

Action Item: Ms. Kiest will respond to the original inquiry from Mr. Sherry regarding splash pads.

5. Complaint Cases for Review

No business

6. Legal Issues for Deliberation

6.1. Orders to be presented

6.1.1. 2013-03-1300-00LAN

Order – Peter Wurtz

In the matter of unprofessional conduct:

- The Respondent is reprimanded.
- The Respondent must provide documentation of Professional Development Hours (PDHs) within 60 days.

Mr. Zickler made a MOTION to accept the order as presented. Mr. Bernstein seconded the MOTION and it passed.

Action Item: Board staff will publish an article encouraging licensees to change their status to retired or inactive if they are no longer practicing so they can avoid facing charges for not complying with continuing education requirements.

Ms. Doyle shared the Brief Adjudicative Proceeding (BAP) process as an alternative to handling cases of failure to comply with a professional development audit. The process involves delegating the handling of certain low level violations (such as failure to comply with a professional development audit) to staff. The board reviewed the Delegation of Authority.

Mr. Zickler made a MOTION to delegate to staff the authority to handle continuing education audit violations and to adopt the BAP process with a maximum fine of \$500. Mr. Bernstein seconded the MOTION and it passed.

Action Item: Staff will implement the BAP process for professional development audit violations and provide reports of BAP cases at future board meetings.

7. Disciplinary and Investigation Reports

7.1. Closed session deliberation report (only necessary if a closed session is held)

No business

7.2. Current cases disciplinary report

Packet item; no action

7.3. Disciplinary sanctions report

Packet item; no action

7.4. Administrative closures report
No business

8. Assistant Attorney General Report
No business

9. Committee/Task Force Reports

9.1. Guidelines for Building Officials Website Committee

The board reviewed the website and addressed some of the concerns raised by Ms. Pulkkinen and Ms. Port during the public comment portion of the meeting. Additionally, Ms. Doyle introduced two Memoranda of Understanding with the Board for Architects and Board of Registration for Engineers and Land Surveyors that would allow a committee from the Landscape Architect Board to work with the other boards on a joint committee.

Mr. Bernstein made a MOTION to accept the MOUs and participate in the joint committee. Ms. Peters seconded the MOTION and it passed.

Action Item: Staff will send a link to the Guidelines for Building Officials website to Ms. Pulkkinen, Ms. Port, and other interested parties seeking input on the website content.

Action Item: Ms. Dryden will include an article about the website in the next news bulletin.

Action Item: Staff will send a link to the website to listserv participants seeking input.

Ms. Doyle shared a copy of the Landscape Architecture Registration Exam (L.A.R.E.) blueprint from Council of Landscape Architectural Registration Boards (CLARB) for the board to compare to the items listed on the website.

Action Item: Staff will bring copies of the blueprint to the board's meeting with students at the University of Washington in April.

10. Board Administrator's Report

10.1. Program Operations

10.1.1. Financial Report

Packet item; no action

10.1.2. Licensing and application statistics

Packet item; no action

10.1.3. Legislative Update

Packet item; no action

10.2. Department of Licensing
No business

10.3. Other Items
No business

11. Other Business

11.1. Action items from this meeting
Action items were reviewed.

11.2. Agenda items for next meeting

- Conflicting city/county codes and state law
- Visioning/strategic plan work session

11.3. Any other business
No business.

12. Adjournment 11:53AM

The board held a visioning/strategic planning work session after the conclusion of the business meeting.

Approved by:

Lorin Doyle, Administrator

Date

Karen Kiest, Chair

Date